

Finance Committee Meeting

September 13, 2017 7:30 PM EST
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Peter Jurmain (at 7:40 PM), Chairman
Susan Vecchi, Vice Chairman
Craig Schultze, Clerk
Tayana Antin
Peter Berube
Jerry Nunnaley
Doug Riley

Susan Vecchi called the meeting to order at 7:30 PM

Clyde Brown School Replacement Update:

Craig Schultze: An Architect and a Construction Manager at Risk have been hired. The committee chose to hire a Construction Manager at Risk similar to both the Police and Fire Station Projects. By doing so it limits the Oversight Change Orders for the project. Final designs are being developed and site work, clearing and cutting, should start in October. The Massachusetts Department of Energy and Environmental Affairs is reviewing the Environmental Notification Form. Residents were encouraged to comment to the agency on the project. The deadline date was yesterday, September 12, 2017. Results of the Environmental Notification Form should be available in ten days from the deadline. If the Massachusetts Department of Energy and Environmental Affairs finds that an Environmental Impact Report is necessary, one will be completed. The committee expects to move forward with the project with the anticipated September 2019 completion date.

Approval of Payment:

Craig Schultze made a motion to approve payment in the amount of \$180.00 for annual dues to the Association of Town Finance Committees; Jerry Nunnaley seconded. Vote: 6/0 motion carries unanimously.

Capital Planning Committee Review:

The Board of Selectmen voted to set up a committee to review the town's capital planning. The committee has met once and is in the process of reviewing the town's by-laws, determining how often they should meet and what exactly should be reviewed in terms of roads, town buildings, equipment, vehicles, etc. The meeting is open to the public and residents are encouraged to attend.

Fall Town Meeting Discussion and Preparation:

The Board of Selectmen have voted to include an article for a one year Marijuana Moratorium until December 2018 as well as an article for a Stormwater Management Utility beginning July 1, 2018. The board is still reviewing potential articles which may include:

Police and Fire Department Server Upgrade
Police Vehicle Lease
Traffic Enforcement Upgrade
Gas & Diesel System Replacement
DPW – Front End Loader and Backhoe
School Department Articles

There are some standard articles such as:

Unpaid Bills
Repurchase Cemetery Lots
OPEB
Replenish Stabilization Fund

Upcoming Meeting Dates:

The committee requested the presence of Kleinfelder at their next scheduled meeting to update them on Stormwater Management. They also requested the presence of the town's Finance Director to update them on the anticipated Free Cash amount and a date when it will be certified.

Election of Officers:

Peter Jurmain stepped down as Chairman of the committee to give other members the opportunity to serve as Chairman. He thanked the committee for the opportunity to be the Chairman.

Susan Vecchi made a motion to nominate Craig Schultze as Chairman; Tayana Antin seconded. Craig Schultze agreed to serve one year as the committee's Chairman. Vote: 7/0 motion carries.

The committee decided to defer the nomination of the Vice Chairman and Clerk until all members were present. In the meantime, Susan Vecchi will continue as Vice Chairman.

The committee needs liaisons to the Community Preservation Committee and the School Committee. Peter Berube suggested newer members could serve as alternate liaisons to committees until they gain more knowledge of how the town operates, etc.

Old Business/New Business:

The Association of Town Finance Committees is hosting its 2017 Annual Meeting on Saturday, October 21st at Tri-County Regional High School from 9:00 AM – 2:30 PM. A few members plan to attend the event.

Minutes Approval:

Susan Vecchi made a motion to recommend approval of the July 12, 2017 Meeting Minutes as written; Peter Jurmain seconded. Vote: 6/0 1 abstained, motion carries.

Adjourn:

Susan Vecchi made a motion to adjourn the meeting at 8:18 PM; Craig Schultze seconded. Vote 7/0 motion carries unanimously.

Respectfully submitted,
Deirdre Gilmore